AIR TRAFFIC ORGANIZATION

EN ROUTE AND OCEANIC

CONFIGURATION CONTROL BOARD (CCB)

CHARTER

In SUPPORT of

LIFE-CYCLE MANAGEMENT

of the

NATIONAL AIRSPACE SYSTEM (NAS)
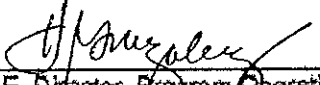
February 2008

ERPO-CM-GEN-06-001, Rev. A

Submitted by ___Rowena Mendez___ 2/27/08
En Route and Oceanic CCB Chairperson

Approved by ___Joan K. Williams___ 6/27/2008
NAS CCB Co-Chairperson

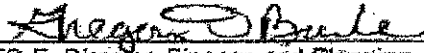Approved by ___Richard W. Jones___ 6/27/2008
NAS CCB Co-Chairperson

En Route and Oceanic CCB Signature Page

_____   8/26/07
ATO-E, Director, Program Operations   Date
(Henry Gonzalez)

_____   3/8/07
ATO-E, Director, Safety and Operations Support   Date
(Luis A. Ramirez)

_____   8/1/07
ATO-E, Director, Finance and Planning   Date
(Gregory Burke)

_____   8/6/07
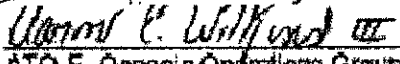ATO-E, Manager, Surveillance & Broadcast Services Program   Date
(Vincent Capezzuto)

_____   7/26/07
ATO-E, Manager, OPS System and 2nd Level Support   Date
(Dan McGovern)

_____   8/7/07
ATO-E, Manager, ERAM Transition   Date
(Steve Reynolds)

_____   8/9/07
ATO-E, Oceanic Operations Group   Date
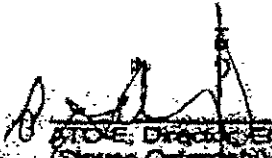(Aaron Wilkins (A))

_____   8/3/07
ATO-E, Director, En Route Operations, Eastern Service Area   Date
(Walt Cochran)

_____   7-27-07
ATO-E, Director, En Route Operations, Central Service Area   Date
(Paul Sheridan)

_____   8/2/07
ATO-E, Director, En Route Operations, Western Service Area   Date
(Steven Ostrodka)

_____   8/10/07
ATO-P, Manager, NAS Requirements and Interface Management   Date
(John Horrocks)

_____   7-10-07
ATO-W, Director, Technical Operations Air Traffic Control Facilities   Date
(Mary Golla)

_____   9/11/07
ATO-W, Director, Technical Operations Safety & Operations Support   Date
(Richard Thoma)

Revision History
(For NAS CCB submission only)

Date	Revision	Change Description
July 2007	-	Initial baseline
February 2008	A	Updated Appendix A to reflect the addition and removal of CIs. **Added:** ARBAC, ARFAS, BLD & FPPSE **Removed:** ADS, AIDCS, AOAS, DOTS, ISD, FISDL, OAS, ODAPS, OSDS and TP

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Table of Contents

Appendix List

Air Traffic Organization
En Route and Oceanic Configuration Control Board Charter
In Support of
Life-Cycle Management
Of the
National Airspace System (NAS)

1.0   INTRODUCTION

1.1   Purpose

This charter establishes the Air Traffic Organization's, En Route and Oceanic Configuration Control Board (CCB) and assigns responsibility for establishing baselines and controlling changes to these baselines for the Configuration Items (CIs) within the En Route and Oceanic CCB identified in Appendix A of this document. The En Route and Oceanic CCB will operate in an integrated and disciplined manner to provide a structured and streamlined control process for managing the assigned products and services within the en route domain throughout their intended life cycle. Life cycle configuration management through the CCB ensures that all changes are visible, that any potential safety, security, and operational impacts to the NAS are properly addressed, and provides consistency with technical and programmatic direction across all products and services. This CCB charter empowers the En Route and Oceanic CCB to disposition all changes to these CIs in accordance with FAA Order 1800.66, Configuration Management Policy, and all applicable notices that supplement the processes contained in Order 1800.66. Organizations that control CIs external to the En Route and Oceanic CCB, yet which impact En Route and Oceanic CCB CIs, will coordinate their Configuration Management (CM) activities with the En Route and Oceanic CCB CM organization. The En Route and Oceanic CCB Operating Procedures define the processes and procedures used to execute the responsibilities assigned in this Charter.

1.2   Authority

The En Route and Oceanic CCB is authorized by the National Airspace System (NAS) CCB in accordance with FAA Order 1800.66. This authority does not extend to the creation of lower level CCBs. The charter shall be changed only upon recommendation by the En Route and Oceanic CCB and approval by the NAS CCB.

2.0   EN ROUTE AND OCEANIC CCB RESPONSIBILITIES

The responsibilities of the En Route and Oceanic CCB are:

a) Performing CCB functions as established in this charter in accordance with FAA Order 1800.66 and all applicable notices that supplement the processes contained in Order 1800.66;

b) Submitting proposed changes to this Charter to the NAS CCB, and subsequently implementing the approved changes;

c) Maintaining and approving proposed changes to the En Route and Oceanic CCB CM Plan and CCB Operating Procedures;

d) Identifying En Route and Oceanic CCB configuration item baseline documentation, as well as documents that comprise each of the domain's subordinate baselines;

e) Developing plans and policies for the configuration management and evolution of the Domain system architecture throughout the life cycle of the system, and ensuring alignment with the NAS Enterprise Architecture;

f) Ensuring that the specifications under the jurisdiction of the En Route and Oceanic CCB are developed in accordance with FAA-STD –005 and approved in accordance with FAA Order 1800.66 and all applicable notices and supplements;

g) Ensuring that the change proposals beyond the approval authority of the En Route and Oceanic CCB are elevated to the NAS CCB for review and approval;

h) Ensuring adherence to configuration control procedures in processing changes to the En Route and Oceanic CCB configuration item data and baselines;

i) Ensuring proposed changes are reviewed in accordance with approved processes and procedures, including those implementing Safety Management System (SMS) change processing requirements.

j) Coordinating interfaces between responsible organizations prior to presentation to the CCB;

k) Reviewing, adjudicating, transferring or elevating changes presented to the CCB;

l) Documenting and tracking CCB actions and decisions in accordance with the processes and procedures as defined in the CCB Operating Procedures and the CM Implementation Plan;

m) Ensuring that all test NCPs include a test plan in accordance with NAS CCB direction;

n) Monitoring test results of approved changes against expected results, prior to approving integration of the change into the appropriate baseline. Discrepancies will be resolved and documented prior to baseline modification;

o) Ensuring that the listing of En Route and Oceanic CCB CIs in Appendix A remains current. NAS baselined CIs are contained in NAS-MD-001. This includes generation of case files to decommission NAS systems or subsystems which have been removed entirely from the NAS inventory;

p) Reporting CM performance metrics for the En Route and Oceanic CCB to the NAS CCB at the request of the NAS CCB.

3.0 EN ROUTE AND OCEANIC CCB PARTICIPANTS

The En Route and Oceanic CCB participants are identified in Appendix B.

4.0 CCB ADMINISTRATION

The CCB Executive Secretariat shall be responsible for ensuring that changes are presented at CCB meetings. The Executive Secretariat responsibilities consist of coordinating and performing the administrative tasks related to the performance of the CCB, including, but not limited to:

a. Preparing agenda and formal meeting minutes;

b. Supporting the change process and procedures (including prescreening, must evaluation and resolution of comments);

c. Collecting metrics and reporting to the NAS CCB;

d. Tracking and monitoring CCB action items and Configuration Control Decision (CCD) to closure;

e. Ensuring that all proposed NAS changes include a safety assessment and that Safety Risk Management (SRM) documentation is provided to the appropriate decision makers as required;

f. Ensuring that all proposed NAS changes contain security assessment, estimated cost and funding source information.

g. Submitting any unresolved comments to the Chairperson for resolution.

h. Supporting CM performance monitoring functions, under the authority of this CCB Charter and as described in the CCB Operating Procedures.

i. Ensuring all CM information is validated and entered into the FAA nationally approved CM database;

j. Elevating issues that cannot be resolved at the En Route and Oceanic CCB to the NAS CCB for resolution.

5.0   CCB RECOMMENDATIONS AND DECISIONS

The En Route and Oceanic CCB shall review, adjudicate, elevate, or withdraw proposed NCPs affecting its CIs or transfer proposed NCPs to other CCBs for adjudication as required. The CCB shall reach a decision after a period of presentation, discussion, at which time the chairperson(s) may poll the members for their position or recommendation. The CCB chairperson(s) shall make all final decisions. NCPs may be deferred until the next CCB if further analysis or additional information is needed.

Decisions on NCPs shall be documented in a Configuration Control Decision (CCD) prepared by the CCB Executive Secretariat and signed by the CCB Chairperson(s). The CCD will include detailed implementation action items and the responsible organization(s). CCD actions will be documented, tracked and monitored through closure.

6.0   CHANGES TO THE CCB CHARTER

This Charter shall be changed only with the approval of the NAS CCB upon the recommendation of the En Route and Oceanic CCB. CCB Charter change process guidance provides details for establishing initial Charter baseline and maintaining configuration control.

7.0   DELEGATION OF CCB AUTHORITY

The CCB Chairperson(s) may authorize another participant to act as a chairperson via memorandum to the CCB Executive Secretariat. CCB permanent members are responsible for ensuring they are represented at CCB meetings and may delegate specific authority by informing the CCB Chairperson(s). Additionally, when time critical or urgent processing of a proposed change request is necessary, or in the event of other specific circumstances, the CCB Chairperson(s) may call an emergency CCB meeting or approve changes without benefit of a CCB meeting or member review. Change requests processed outside the normal CCB process shall be documented and communicated to permanent members as soon as practicable, or no later than the next regularly scheduled meeting. Questions and concerns regarding CCB decisions are addressed to the CCB Chairperson(s).

APPENDIX A: CONFIGURATION ITEMS

The CIs listed below are under the control of the En Route and Oceanic CCB. Currently, these CIs reflect the primary facilities, systems and products, which provide the required services within the domain. As these CIs, or components thereof are baselined and/or placed under configuration control, they will be entered into the Master Configuration Index and contained in the NAS Subsystem Baseline Configuration and Documentation Listing, NAS-MD-001.

EN ROUTE AND OCEANIC CCB CIs:

En Route CIs

ADS-B	Automatic Dependence Surveillance Broadcast
CCCH	Central Computer Complex Host
CPF	En Route Operational Computer Program
CPM	En Route Maintenance Computer Program
CPN	En Route Non-Operational Support Computer Program
CTS	Coded Time Source
DARC	Direct Access Radar Channel
DSR	Display System Replacement
ERAM	En Route Automation Modernization
ERIDS	En Route Information Display System
ECG	En Route Communications Gateway
FBWTG	FAA Bulk Weather Telecommunications Gateway
HNL	HID NAS LAN
MSP	Medium Speed Printer
TMA	Traffic Management Advisor
TRACS	Transportable Radar Analysis Computer System
URET	User Request Evaluation Tool
WARP	Weather and Radar Processor

Facility CIs

ARTCC	Air Route Traffic Control Centers
ARBAC	ARTCC Building Automation Controls
ARFAS	ARTCC Fire Alarm Systems
BLD	Facility Baseline Equipment and Administrative Space Layout Drawings
CCMS	Central Control and Monitoring System
CERAP	Combined Center Radar Approach Control Facilities
FPPSE	Critical Power Breaker Assignment for En Route Facilities

APPENDIX A: CONFIGURATION ITEMS (cont'd)

Oceanic CIs

ATOP	Advance Technologies and Oceanic Procedures
CCCS	Capstone Communications and Control Systems
DOTS Plus	Dynamic Oceanic Track System Plus
EARTS	En Route Automated Radar Track System Plus
FDP2K	Flight Data Processor 2000
MEART	Microprocessor En Route Automated Radar Tracking System
NAM	North American Common Coordination
OFDPS	Offshore Flight Data Processor
OTFS	Oceanic Traffic Flow System
RBDER	Radar Brite Display Equipment Replacement
SF-21	Safe Flight - 21

APPENDIX B: CCB MEMBERSHIP

The participants of the En Route and Oceanic CCB shall be as follows:

En Route and Oceanic CCB Chairperson

- Vice President, En Route & Oceanic Services or designated representative

En Route And Oceanic CCB Executive Secretariat

- En Route and Oceanic CM Officer or designated representative

En Route And Oceanic CCB Permanent Members

- ATO-E, Director, Program Operations or designated representative

- ATO-E, Director, Safety and Operations Support or designated representative

- ATO-E, Director, Finance and Planning or designated representative

- ATO-E, Manager, Surveillance & Broadcast Services Program or designated representative

- ATO-E, Manager, OPS System and 2nd Level Support or designated representative

- ATO-E, Manager, ERAM Transition or designated representative

- ATO-E, Oceanic Operations Group

- ATO-E, Director, En Route Operations, Eastern Service Area or designated representative

- ATO-E, Director, En Route Operations, Central Service Area or designated representative

- ATO-E, Director, En Route Operations, Western Service or designated representative

- ATO-P, Manager, NAS Requirements and Interface Management or designated representative

APPENDIX B: CCB MEMBERSHIP (cont'd)

- ATO-W, Director, Technical Operations Air Traffic Control Facilities or designated representative

- ATO-W, Director, Technical Operations Safety & Operations Support or designated representative

Ad Hoc Technical Advisors, Consultants, and Program Control Specialists will be invited as required.

APPENDIX C: ACRONYM LIST**

ATO .... Air Traffic Organization

CCB .... Configuration Control Board

CCD .... Configuration Control Decision

CI .... Configuration Item

CM .... Configuration Management

CMO .... Configuration Management Officer

FAA .... Federal Aviation Administration

ICD .... Interface Control Document

IRD .... Interface Requirements Document

NAS .... National Airspace System

NCP .... NAS Change Proposal

SMS .... Safety Management System

SRM .... Safety Risk Management

** *Not all acronyms are used in this template. They are listed for information purposes only*